

CITY OF FRESNO

425005

FIRE BATTALION CHIEF

DEFINITION

Under direction, plans, organizes and directs operations for fire suppression and emergency response.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from a Fire Deputy Chief. Shall supervise Firefighter Trainees, Firefighters, Firefighter Specialists and Fire Captains.

DISTINGUISHING CHARACTERISTICS

Fire Battalion Chief is the first level management class in the Fire series. Reporting to a Fire Deputy Chief, incumbents manage the day-to-day operations of City fire companies and are assigned management of specific programs, including but not limited to the Hazardous Material Team, Technical Rescue Team, GIS, Target Hazards, and Communications Unit. This class is distinguished from Fire Captain in that incumbents of the latter are first line supervisors and typically supervise one fire company. Fire Battalion Chief is distinguished from Fire Deputy Chief in that incumbents of the latter manage the Division of Fire Suppression and Emergency Services, the Division of Training and Support Services, or the Division of Fire Prevention and Investigative Services. A Battalion Chief shall assume full command responsibility for fire suppression and emergency response in the absence of the Fire Deputy Chief of Fire Suppression and Emergency Services, including nights and weekends.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

(May include, but are not limited to, the following:)

Manages the day-to-day operations of City fire companies and confers with company officers in regard to administration of station and personnel.

Performs administrative work involving fire district personnel, equipment, and supply needs.

Supervises company training for uniformed personnel.

Supervises, disciplines and schedules personnel; may relocate fire department equipment as necessary.

Takes command in emergencies, analyzing situations and deploying personnel and equipment for the most effective utilization using established policies and procedures.

Prepares and presents oral and written reports and recommendations regarding the operations of the fire service and safety of life and property.

Responsible for ensuring the investigation of fires; determination of cause and origin; and securing of evidence.

Supervises the company fire prevention inspection program.

Compiles and submits an annual budgetary request for assigned departmental programs and monitors annual budget for assigned programs.

Shall attend and observe company training held for personnel during assigned shift.

Shall perform the duties of a Fire Deputy Chief in his/her absence.

Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The principles, practices, and techniques of modern firefighting, emergency medical, hazardous materials and rescue operations.

The laws, rules, and regulations relating to fire control, fire prevention, and life safety, arson and the environment.

Emergency communications procedures, regulations, and equipment.

The rights and practices afforded to representatives of the media.

Training practices and techniques.

The principles and practices of public administration.

The principles, practices, and techniques of planning, research, and development.

Modern office equipment including word processor and computer equipment.

Ability to:

Evaluate emergency situations and implement effective action.

Establish and maintain effective working relationships with others.

Prepare and present comprehensive oral and written reports and recommendations.

Foster and maintain a positive work environment.

Lead, manage and coach subordinates.

MINIMUM QUALIFICATIONS

Experience:

Four years of experience as a permanently appointed Fire Captain with the City of Fresno. Sixty units from an accredited college or university may be substituted for one year of the required experience.

Special Requirements:

Possession of a valid California Driver's License is required.

Completion of the following are also required:

Certifications:

Fresno Fire Department Acting Battalion Chief (Instruction No. 79) required at time of appointment.

California State Fire Marshal Fire Officer I must be completed within two years of appointment.

National Fire Academy Executive Officer or California State Fire Marshal Chief Officer or Chief Fire Officer Designation (CFOD) through the Commission on Fire Accreditation International, Inc. will be required to be completed within five years of appointment to a Fire Battalion Chief position.

Employees originally hired on and after December 1, 1990 will not smoke or use any tobacco product on duty. Employees shall sign an agreement acknowledging that they have read and understood these requirements. Said understanding will be maintained in the employee's personnel file.

Necessary Special Requirements:

According to Fresno Fire Department Instruction No. 99 regarding the career development program, degree requirements for the position of Fire Battalion Chief shall take effect January 1, 2008. Future recruitments for Fire Battalion Chief will require possession of a Bachelor's Degree from an accredited college or university as part of the minimum qualifications.

APPROVED: _____
Director

DATE: _____